

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, December 02, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, December 02, 2013** at the time of 7:00 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar and Konnie Kuiper were present. Councilor Dennis Adams, selected as the pro-tempore councilor to succeed Councilor Novak, was also present. Councilor Brian Novak tendered a resignation from the Town Council to the proper officer to be effective November 4, 2013. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: Peter Hohnicki, Metropolitan Police Chief; George Georgeff, Police Commander; William R. Timmer, CFOD, Fire Chief; Brian Hitchcock, PSAP Director; Tom Dabertin, County Consultant; Tom DeGuilio, Munster Town Manager; Nicole Bennett, Esq., Attorney for the PSAP Entity; Jared Tauber, Attorney with Tauber Law Offices; and Rhett L. Tauber, Town Attorney were present.

General Substance of Matters Discussed

1. Ms. Nicole Bennett, Attorney for the 911 Commission presented the November 22nd iteration of the Interlocal Agreement to support the consolidation of the 911 PSAPs.

The discussion included an examination of the levy shift and transfer to the county for the purposes of the consolidation. The discussion also included a discussion regarding the preservation of the Public Safety income taxes recently enacted. It was noted that the income taxes would not be taken from the localities and remain to be distributed according to the usual state DLGF guidance.

The discussion included a consideration of the changes in this most recent iteration. This included the funding changes, the incorporation of a dark site as a back up and the purchases of the additional radios by each municipality.

There were colloquies between and among the several persons representing the county consolidation effort, the members of the Town Council, the Clerk-Treasurer, the Police Chief and the Fire Chief. The general substance of these colloquies included the closing rates for building failure at the County facilities, and some associated with facilities that were associated with Brian Hitchcock, the PSAP Consolidation Center Director, in his former position. It was further noted that the live site will have redundancies. The colloquy also included the wisdom of the actual distance between the two sites.

During the discussion revealed the Fire Chief's estimate that the Fire Service would require 20 new mobile radios. The Police Chief estimated that he would need 65. It was noted that the current radios use VHF rather 700 MHz. The Fire Chief to be roughly \$5,000 per radio estimated the cost.

The conversation included a discussion of the separate non-reverting fund concept for the receipt of the several transferred levies from the municipalities. It was noted that it was not in the terms of the interlocal cooperation agreement.

The discussion included the issue of hiring, recruitment and selection of employees as dispatchers. It was further noted that the dispatching function requires a higher level of

skills and training. The Director noted that the hiring function would be by testing and utilize merit.

The issue of the afterhours number for issues, which arise and are currently transferred to the Public Works Department.

It was further noted that the 911 Center would runs sirens and provide paging for paid-on call firefighters.

The discussion included state regulations regarding the requirement to maintain IDACS and its regulation that requires staffing 24/7. The issue of monitoring cameras with the High School and the use of the local rapid deployment team was also discussed and whether the monitoring could be transferred.

It was noted that Councilor Kuiper departed at 7:47 owing to a work commitment.

The County representatives and the Munster Town Manager departed.

The Town Council discussed the comparative merits of the current proposal and that presented by the leadership in the Town of St. John. The issue of comparative costs was discussed. It was determined to place the matter on the agenda of the plenary business meeting of Monday, December 9, 2013.

2. The Town Council discussed the proposed agenda for Monday's plenary business meeting.
3. The Clerk-Treasurer issued the work sheet estimating the distributions of the County Public Safety LOIT and the CEDIT money that will begin to be distributed in 2014. It was noted what the purposes of each were and that all would require appropriation. Further, it was noted that the CEDIT money would not be distributed until the Town Council determined and adopted a capital plan and filed it with the Lake County Auditor.
4. The Town Council, its Budget Chair, Councilor Herak and the Clerk-Treasurer discussed the budget plan and its support for allowing an additional appropriation next year after the budget order is received to permit the hiring of a 39th Police Officer. The Clerk-Treasurer noted that the financial position of the Town is improved by the exogenous revenues from Lamar license and the Return on Investment (ROI) rate design of the Water Utility, expected to be adopted by the Board of Sanitary Commissioners and the newly enabled Public Safety LOIT and the CEDIT moneys, authorized by the Lake County Council and Commissioners.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, December 02, 2013**, was adjourned at 9:15 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer